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| PUBLIC MEETING MINUTES: | <b>Special Law Enforcement Assistance Fund</b>                                       |
| MEETING DATE AND TIME:  | <b>Tuesday, March 13, 2018 at 2:00 PM</b>  |
| PLACE:                  | <b>Dover Police Department – Assembly Room<br/>400 S Queen St. – Dover, DE 19904</b> |

**SLEAF Committee Members Present:**

- (1) Sean Lugg, State Prosecutor, Delaware Department of Justice
- (2) Major Robert Hudson, Delaware State Police
- (3) Col. Vaughn Bond, New Castle County Police Department
- (4) Inspector Cecilia Ashe, Wilmington Police Department
- (5) Chief Marvin Mailey, Jr., Dover City Police Department
- (6) Chief Kenneth Brown, Sussex County
- (7) Jeffrey Horvath, Kent County
- (8) Sgt. Stephen Smith, New Castle County

**Administrative Staff Present:**

Kimberly Moro, Delaware Department of Justice  
Andrea Godfrey, Delaware Department of Justice  
Patricia Davis, DAG, Delaware Department of Justice

**Call to Order**

State Prosecutor Sean Lugg called the meeting to order at 2:02 PM.

**Opening Remarks**

Mr. Lugg confirmed no new changes to the Committee staff since the last meeting.

**Review and Approval of Minutes**

Following confirmation of the accuracy of the previous meeting's minutes, Major Hudson moved to approve the September 12, 2017 meeting minutes and Chief Mailey seconded the motion. Upon motion duly made and seconded, the SLEAF Committee unanimously approved the minutes.

**Discussion of SLEAF Guidelines**

A draft of the proposed changes to the Guidelines as a result of the January 9, 2018 meeting were provided to the Committee prior to this meeting. Changes to the original document are noted as strikethroughs or underline. Major Hudson moved to adopt the Guidelines as revised. Chief Brown seconded the motion. Mr. Lugg confirmed these are now the SLEAF Guidelines. A non-draft version without edit notations will be circulated. These will be helpful in drafting applications for the future.

## **Consideration of SLEAF Applications**

As noted in the Guidelines (3.3), the Committee does not consider applications if the agency is not present. The following agencies with applications were not present at the time attendance was taken.

**1. Agency: South Bethany PD / Application #: 16-071**

The Committee reviewed the application for funding for the purchase to send two officers to the SMILE conference. The application seeks \$4,438.00. Mr. Lugg tabled the application until the next meeting.

**2. Agency: Delaware City PD / Application #: 16-095**

The Committee reviewed the application for funding for the purchase of six Taser AXON body worn cameras and evidence.com system. The application seeks \$10,215.00. Mr. Lugg tabled the application until the next meeting.

**3. Agency: Smyrna PD / Application #17-037**

The Committee reviewed the application for funding to replace 5 TASER units. The application seeks \$7,736.69. Mr. Lugg tabled the application until the next meeting.

**4. Agency: Ocean View PD / Application#: 17-051**

The Committee reviewed the application for funding for the purchase of a shed for police vehicle storage. The application seeks \$5,300.00. Mr. Lugg tabled the application until the next meeting.

**5. Agency: Newport PD / Application#: 18-020\*** The Committee received the application for funding for the upgrade of 8 TASER X26 models to replace older version past their shelf life. The application seeks \$11,968.49. Mr. Lugg tabled the application until the next meeting. \* A representative arrived during the meeting. See below for further.

The following applications were withdrawn or tabled at the request of the agency:

**6. Agency: Ellendale PD / Application # 18-004**

Chief VonGoerres requested to withdraw this application. Funding has been obtained through other sources.

**7. Agency: Delaware State Police / Application#: 17-050**

Major Hudson requested to table this application until the next meeting.

**8. Agency: Delaware Police Chief's Council / Application#: 17-039**

Mr. Horvath requested to withdraw this application.

The following application was previously tabled by the Committee for reasons stated below:

**9. Agency: Delaware River and Bay (DRBA) / Application#: 17-025**

The Committee reviewed the application for funding for the purchase of 60 Body Worn Cameras. The application seeks \$78,690.00. Lt. Col. Winch was present for DRBA at this current meeting and was reminded that this and all other BWC applications were tabled until the Second Quarter SLEAF Meeting. (On or about June 12, 2018). It was also decided at that meeting that if the contract has not been awarded as scheduled, the Committee would reopen this issue at the June meeting.

At this time, Chief Brian Calloway (Millsboro) gave the Committee an update on the RFP process. The RFP process was broken into two categories: equipment and storage. The decision has been made to use multiple vendors for BWC equipment. There is no timeframe set for

choosing those vendors at this time. It may be later than spring. Chief Calloway agreed to return to the June 12, 2018 meeting and update the Committee.

Since the decision to table was decided at the December meeting, no further motion is required at this time.

### **Discussion of SLEAF Applications**

**10. Agency: Delaware State Police / Application #17-031**

The Committee reviewed the application to replace computer forensic work stations. The application seeks \$49,635.00. Partial funds were granted in a previous SLEAF meeting and the Delaware State Police tabled the remaining monies until this meeting. Mr. Horvath made a motion to approve, seconded by Chief Brown. The application was unanimously approved. Major Hudson abstained.

**11. Agency: Delaware Department of Justice/ Application #18-019**

The Committee reviewed the application to covers expenses for posting legal notice of forfeitures as required by Statute. The application seeks \$10,000. A motion to approve was made by Major Hudson, seconded by Chief Mailey. Mr. Lugg abstained. The application was unanimously approved.

**12. Agency: Elsmere PD / Application #17-043**

The Committee reviewed the application for a bullet camera to monitor portions of Elsmere PD HQ not already covered by surveillance equipment. The application seeks \$1,575.00. Mr. Horvath made a motion to approve, seconded by Major Hudson. The application was unanimously approved. Sgt, Smith, attending as the New Castle County Representative to the Committee, abstained.

**13. Agency: Middletown PD / Application #17-054**

The Committee reviewed the application for funding for a 2 year subscription for software to perform forensic evaluations for digital devices. The application seeks \$6,845.00. It is a request to renew subscription to Cellebrite. Mr. Horvath made a motion to approve, seconded by Chief Mailey. Mr. Lugg raises a question as to whether this meets SLEAF Guideline 1.9. Is this a budget item? Upon further discussion, this digital forensic program will be available to all other agencies upon request. The Motion to approve previously raised stands. The application was unanimously approved.

**14. Agency: Delaware State Police / Application #18-001**

The Committee reviewed the application for Delaware State Police to host the annual Homicide Conference. The application seeks \$40,000.00. Motion to approve by Chief Mailey, seconded by Chief Brown. The application was unanimously approved. Major Hudson abstained.

**15. Agency: Camden PD / Application #18-002**

The Committee reviewed the application for funds to host the Police Chiefs Council Staff Development Seminar. The seminar is open statewide and is used to complete C.O.P.T training. The application seeks \$15,000.00. Motion to approve by Major Hudson, seconded by Chief Mailey. The application was unanimously approved. Mr. Horvath abstained.

**16. Agency: Delaware State Police / Application #18-003**

The Committee reviewed the application for Delaware State Police to purchase various tools for the EOD Unit which works statewide; to maintain repair, upgrade and recalibrate their specialty equipment and to purchase 3D printer which will produce replacement parts for the above as needed. The application seeks \$39,500.00. Motion to approve by Mr. Horvath, seconded by Chief Mailey. The application was unanimously approved. Major Hudson abstained.

**17. Agency: Ellendale Police / Application #18-005**

The Committee reviewed the application to purchase one (1) Motorola APX6500 mobile radio with microphone and in car dash mount. This is an upgrade, as the ones currently in use are being phased out by the manufacturer. The application seeks \$3,501.15. Motion to approve by Chief Brown, seconded by Chief Mailey. The application was unanimously approved.

**18. Agency: Capitol PD / Application #18-006**

The Committee reviewed the application to purchase three (3) in-dash cameras with installation to begin the upgrade process for all 12 of the department cameras currently in use. The application seeks \$10,500.00. Motion to approve by Chief Brown, seconded by Mr. Horvath. The application was unanimously approved.

**19. Agency: Millsboro / Application #18-007**

This application was withdrawn by Chief Calloway, as it had been previously awarded and erroneously included in the applications for this meeting.

**20. Agency: Laurel PD / Application #18-008**

The Committee reviewed the application for of 17 sets of needle resistant gloves and the upgrade of three (3) Fusion in-car cameras. The application seeks \$8,465.00. Motion to approve by Major Hudson, seconded by Mr. Horvath. The application was unanimously approved.

**21. Agency: Delaware Department of Justice / Application #18-009**

The Committee reviewed the application for purchase and installation of ballistic rated glass for the receptionist areas of the Kent and Sussex offices as well as the purchase of a surveillance camera and monitor for the parking area of the Sussex office. The application seeks \$25,000.00. Motion to approve by Major Hudson, seconded by Chief Brown. The application was unanimously approved. Mr. Lugg abstained.

**22. Agency: Elsmere PD / Application #18-010**

The Committee reviewed the application to provide 12 officers with assessments under the Health and Exercise Assessment Program which evaluates the officers' health needs and accomplishments. The application seeks \$2,340.00. This is for one year and is similar to CardioKinetics. It is to supplement the yearly physical, it does not replace it. Mr. Horvath inquired which SLEAF Guideline supports this – Health and Wellness (1.1)? Motion to approve by Major Hudson. No second to the motion at this time. Mr. Horvath raises the question of funding all future CardioKinetics style requests. Mr. Lugg believes Guideline 1.3 officer safety, may be applicable, though Mr. Horvath does not believe that is the intent behind the officer safety guideline. Inspector Ashe inquires if the Committee could fund only the first year startup cost similar to a subscription, as permitted by Guideline 1.9. Major Hudson reconfirms his motion to approve citing the wellbeing of officers, especially in light of recent events, should be paramount, however he recognizes the financial burden to SLEAF if this request were made by all agencies in the future. Col. Bond agrees with the emotions evoked, however, believes the financial burden to SLEAF cannot be overlooked and he struggles with finding an appropriate Guideline to apply to the request.

Motion was not seconded and therefore the motion failed. Inspector Ashe moved to table this to the next meeting for further examination and discussion as to how this may fit one or more of the SLEAF Guidelines. Chief Brown seconded. The application was tabled to the next meeting.

**23. Agency: New Castle County PD / Application #18-011**

The Committee reviewed the application to purchase ten (10) Retractable Barriers for traffic Services Unit, saving the use of officers to control a scene site or traffic area. These may be used to aid other agencies at traffic situations. The application seeks \$5,868.00. Motion to approve by

Chief Brown, seconded by Major Hudson. The application was unanimously approved. Col. Bond abstained.

**24. Agency: New Castle County PD / Application #18-012**

The Committee reviewed the application for purchase of an upgraded MVC5000 Cyanoacrylate Fuming Chamber which protects officers who are obtaining latent prints from hazardous fumes. This replaces the “homemade” version created years ago by officers. The application seeks \$33,367.00. Motion to approve by Major Hudson, seconded by Mr. Horvath. The application was unanimously approved. Col. Bond abstained.

**25. Agency: New Castle County Police / Application #18-013**

The Committee reviewed the application to purchase 30 Eotech Holographic Weapon Sights for SWAT Team rifles. The application seeks \$16,087.00. Motion to approve by Mr. Horvath, seconded by Chief Brown. The application was unanimously approved. Col. Bond abstained.

**26. Agency: New Castle County Police / Application #18-014**

The Committee reviewed the application for funding for one (1) EDU officer to attend Ron Smith & Associates 4<sup>th</sup> National Latent Print Examiner Training Academy. Completion of said training would make officer certified, allowing same to verify the findings of other officers and other agencies. The application seeks \$28,076.00. Motion to approve by Major Hudson, seconded by Chief Mailey. The application was unanimously approved. Col Bond abstained.

**27. Agency: Seaford PD / Application #18-015**

The Committee reviewed the application to purchase an upgrade for one (1) Mobile Vision in-car System with accessories and the purchase of two (2) Glock 21 pistols to replace over ones. The application seeks \$5,242.00. Motion to approve by Mr. Horvath, seconded by Chief Mailey. The application was unanimously approved.

**28. Agency: University of Delaware PD / Application #18-016**

The Committee reviewed the application for funding to host “Crowd Management and Protecting Civil Rights” Training. This includes course instruction fee, travel/room and board for instructor and facility fee. In light of large scale campus events in recent years, agencies should learn latest techniques for handling appropriately. The application seeks \$4,000.00. Motion to approve by Chief Brown, seconded by Major Hudson. The application was unanimously approved.

**29. Agency: Harrington PD / Application #18-017**

The Committee reviewed the application for funding to upgrade six (6) rifles to Red Dot Sights including battery, bolt mount and spacer. The application seeks \$2,200.14. Motion to approve by Major Hudson, seconded by Chief Brown. The application was unanimously approved.

**30. Agency: Millsboro PD / Application #18-018**

The Committee reviewed the application for funding to install a surveillance camera system at a residential apartment complex with high crime rate. The camera will be monitored, owned and operated by Millsboro PD and can be removed and placed elsewhere if needed. Footage will be preserved by Millsboro PD for purposes of prosecution. The application seeks \$12,750.00. Motion to approve by Major Hudson, seconded by Mr. Horvath. The application was unanimously approved.

**31. Agency: Newport PD / Application #18-020**

This application was tabled at the start of the meeting, as the Newport PD representative was not present. Officer Wohner subsequently appeared and was prepared to present. Mr. Lugg made motion to re-open the tabled application. Motion seconded by Mr. Horvath. Application discussion was re-opened.

The Committee reviewed the application for the funding to upgrade 8 TASER X26 to the newest model, as the current ones are beyond their recommended shelf life. Each Taser kit includes

holster, battery and data port. The application seeks \$11,968.49. Motion to approve by Major Hudson, seconded by Chief Mailey. The application was unanimously approved.

**32. Agency: Delaware Department of Justice / Application #18-021**

The Committee reviewed the application to attend 3 different trainings for a total of 8 prosecutors and a forensic analyst. These trainings include Forensic Science Conference, Shaken Baby and Head Trauma Conference and Preparing Child Witnesses Training to better prosecute these offenses statewide. The application seeks \$21,500.00. Motion to approve by Mr. Horvath, seconded by Chief Brown. The application was unanimously approved. Mr. Lugg abstained.

Mr. Lugg asked if there were any applications that have not been considered by those present. Hearing none, he proceeded to the next topic of discussion.

**Public Comment**

None.

**Next Scheduled Meeting**

June 12, 2018.

**Adjournment**

With no further business before the SLEAF Committee, Mr. Horvath moved to adjourn the meeting, Major Hudson seconded the motion. The motion carried unanimously. The meeting adjourned at 2:47 PM.